

Participants:

Faisal Rashid (Faculty At Large) *Chair
Cindy Page (Faculty At Large) *Vice-Chair
Carolina Arango Henao (Student)
Heather Cobbett (Faculty At Large)
Rob-Roy Douglas (Faculty At Large)
Lynette Forrest (Faculty At Large)
Darren Giersch (Staff)
Kajal Gill (Student)
Harsimar Kaur (Student)
Josh Klassen (Faculty At Large)
Brandon Mackinnon (Faculty At Large)
Debbie Mingo (Staff)
Howard Moody (Faculty At Large)
Warren Stokes (Administration)
Marissa Thola (Faculty At Large)
Mike Gilbert (Board Representative)
Audra Holloway (Recording)

Absent: Loren Lovegreen Tracy Donnelly Bryn Kulmatycki
Russ Haugen

Guest(s): Lisa Verbisky Leo Manning Anndra Graff

Acknowledgement

It is a privilege to honor the many nations participating in our college community and to thank you for sharing your traditional lands with us.

1. Election of Chair and Vice-Chair for Education Council

W. Stokes explained that the Registrar is an appointed and voting member of the Education Council and the de facto Chief Electoral Officer. Therefore, it would be a conflict of interest to have the Registrar execute the election of the Officers of the Council. He further explained that to avoid a conflict, the Registrar generally would delegate the task of the election of Education Council officers to another College employee (non-Council member).

I, Warren Stokes do hereby request and delegate to Audra Holloway the authority to carry out the election of the Education Council Chair and Vice-Chair on April 28, 2021 as an electoral officer.

A. Holloway called for nominations for the position of Chair of Education Council three times. C. Page nominated F. Rashid. F. Rashid agreed to let his name stand. M. Thola nominated R. Douglas. R. Douglas agreed to let his name stand.

A. Holloway called for nominations for the position of Vice-Chair of Education Council three times. F. Rashid nominated C. Page. C. Page agreed to let her name stand. M. Thola nominated B. Mackinnon. B. Mackinnon agreed to let his name stand.

A vote was held using a visual 'hands up' on Microsoft Teams, it was tabulated by A. Holloway and confirmed by W. Stokes.

Congratulations Faisal and Brandon.

2. Adoption of Agenda

Agenda was adopted as circulated.

3. Adoption of Minutes, March 24, 2021

*it was noted that on the Agenda the minutes were referred to as 'March 24, 2020' – this was corrected. (the minutes themselves were correct)

21.04.01 M/S –MINGO/THOLA

Motion: *THAT the minutes of March 24, 2021 be adopted as circulated.*

CARRIED

4. Action List

New Course Outline Form – nothing to report

Decision Item(s)

5. Plumber Apprenticeship

L. Manning explained that the new outline represents the harmonized version of Plumber Apprenticeship Level 1. A. Holloway added that a slight update to the breakdown hours was emailed to all members.

21.04.02 M/S –KLASSEN/THOLA

Motions:

a) *THAT the Education Council approves the revised Program Information and Completion Guide for Plumber Apprenticeship and the new Course Outline PLAT 102.*

b) *THAT the Education Council approves the discontinuation of the PLAT 100 course.*

CARRIED

6. Power Engineering

L. Manning explained that the changes were to align with other programs and to improve the ability of industry hosts to accommodate NLC students. He added that they also updated the prerequisites/corequisites of the courses to reflect activity of the students more accurately, as they are taking POPR 152 Power Lab throughout both POPR 150 and POPR 151 not afterward, as previously implied. He further added that they corrected the prerequisite for POPR 160 and adjusted POPR 152 for weighting and texts.

W. Stokes asked about the program having a decrease in total hours with POPR 152 going from 160 to 70 hours. L. Manning confirmed that the program went from “Approximately 30 weeks, 910 hours” to “Approximately 27 weeks, 820 hours”. W. Stokes asked about the prerequisites and co-requisites of the courses. Discussion regarding appropriate/needed prerequisites and/or co-requisites to ensure accurate representation of the program. Slight updates to prerequisites and co-requisites approved by Education Council members.

21.04.03 M/S –COBBETT/THOLA

Motion: *THAT the Education Council approves the revised Program Information and Completion Guide for Power Engineering and the revised Course Outlines for POPR 150, POPR 151, POPR 152 and POPR 160.*

CARRIED

7. Discontinuation of POPR 304 Course

L. Manning explained that POPR 304 (Basic Fire Fighting) had not been offered in five or more years and that he was certain it would not be delivered in the future. He added that on the recommendation of Warren Stokes, he would like to officially discontinue the course, effective August 31, 2021.

21.04.04 M/S –MINGO/THOLA

Motion: *THAT the Education Council approves the discontinuation of the POPR 304 course effective August 31, 2021.*

CARRIED

L. Verbisky joined the meeting.

8. Explore Trades for Youth

L. Manning explained that the submission was to align the program name with NLC labelling standards, to restructure the flow of the program, and to update the program title in the YETS 091 course outline.

B. Mackinnon asked about the computer comment listed in the Program Guide under ‘Additional Requirements/Supplies’. Decision by Education Council members to add the standard comment

“Students are required to have a computer (PC or laptop) with minimum computer requirements as listed on the NLC website (www.nlc.bc.ca/Services/InformationTechnology/minPC).”

D. Mingo asked about the ‘Passing Grade’. After discussion, a decision by Education Council members to add the passing grade (with wording to be decided upon by J. Klassen) and to add Evaluation Methods: Quizzes (60%), Practical Work (30%) and Participation (10%).

21.04.05 M/S –THOLA/STOKES

Motion: *THAT the Education Council approves the revised Program Information and Completion Guide for the Explore Trades for Youth program, and the YETS 091 course outline, subject to passing grade wording amendment by J. Klassen and A. Holloway.*

CARRIED

9. Explore Trades for Adults

J. Klassen explained that the program is essentially the same as the program for the youth, without the work experience piece at the end, as that would be provided by the School District. This is to allow adults students the same opportunity.

Decision by Education Council members to add the standard comment

“Students are required to have a computer (PC or laptop) with minimum computer requirements as listed on the NLC website (www.nlc.bc.ca/Services/InformationTechnology/minPC).”

After discussion, regarding the passing grade, a decision by Education Council members to leave the passing grade of “70%” (with wording to be decided upon by J. Klassen)

21.04.06 M/S –THOLA/FORREST

Motion: *THAT the Education Council approves the new Program Information and Completion Guide for the Explore Trades for Adults program, and the new course outline INTT 090 Introduction to Trades, subject to passing grade wording amendment by J. Klassen and A. Holloway.*

CARRIED

10. Revised Policy E-1.08 Academic Integrity

L. Verbisky presented the revised Academic Integrity policy. She explained revisions were required because tasks were assigned to the Dean that weren't within the purview of the Dean. She explained that decisions regarding suspensions and expulsions were moved to the President's office.

21.04.07 M/S –THOLA/KLASSEN

Motion: *THAT the Education Council approves the revised policy E-1.08 Academic Integrity.*

CARRIED

Subcommittee Standing Reports

11. Education Policy Subcommittee

L. Verbisky explained that the group was currently working on revisions to the Academic Monitoring policy. She added that the group had started to work on the Student Practicum Placement/Work Integrated Learning policy as well as creating a separate policy on Intellectual Rights for Staff and Students.

A request was made from the Education Policy Subcommittee for an Education Council Faculty member and a Student member to join the subcommittee.

L. Verbisky left the meeting.

12. Curriculum Subcommittee

R. Douglas reported that the group met at the start of the month and reviewed the April meeting documents. He added that the group continues to review/revise the TOR for the subcommittee.

13. Admissions and Standards Subcommittee

A. Holloway read out the subcommittee report on behalf of P. Rodriguez:

At our Admissions and Standards Committee meeting held on Monday, April 26th, we continued reviewing and revising the Draft Admissions Policy when it comes to deferrals, re-applications, and re-activations.

We further defined our deferral language to allow students to defer once per application with no additional cost incurred while subsequent deferrals would be subject to a processing fee. Applicants that are registered and request deferral are subject to de-registration fees while applicants that request deferral after the start of classes will be assessed a processing fee. We are still in discussion about the fee amounts.

Also, we investigated Marissa Thola's question about whether our reference was cited correctly in the third paragraph of our TOR from the *College and Institutes Act*. It has been corrected according to the APA Style guidelines when citing a source derived from a website.

Information/Discussion

14. 2021-22 NLC Budget Presentation

A. Graff presented the 2021-22 NLC Budget to the Education Council members.

15. TSBC and CWB Welder Tests

L. Manning presented the new TSBC, ABSA and CWB welding course outlines:

- WFTR WL01 TSBC Certified Class IT: Level 1-2 Welder 3 Place Test
- WFTR WL02 TSBC Certified Class IT Test: Level 1-2 Welder 3 Place Test with Practice
- WFTR WL03 CWB 2-Position Tack Weld Test
- WFTR WL04 CWB 3-Position Fillet Weld Test
- WFTR WL05 CWB Single Position Plate Test
- WFTR WL06 CWB S Class 4 Position Plate Test
- WFTR WL07 CWB S Class 4 Position Plate Test with Practice
- WFTR WL08 CWB S Class Check Test – All Position Renewal Test with Practice
- WFTR WL09 CWB T Class – All Positions Renewal Test with Practice
- WFTR WL10 TSBC/ABSA Carbon F3/F4 Non-Initial Test with Practice
- WFTR WL11 TSBC/ABSA Stainless F6/F5 Non-Initial Test with Practice

16. Continuing Education

On behalf of T. Donnelly, A. Holloway presented the CE/WFTR outlines:

- CE CT111 Intermediate CSS3 and HTML5
- CE CT112 Microsoft Excel 2019/Office 365 Series
- CE CT113 Master VLOOKUP in Microsoft Excel
- CE HW61 Brain Health
- CE PD92 Collaborative Problem Solving
- CE PD93 Persuasive Communication
- WFTR BE05 Workplace fundamental Skills
- WFTR CT01 Computer Fundamentals for the workplace
- WFTR OS23 H2S Awareness
- WFTR TI52 Power Saw Operator
- WFTR TI53 Enhanced Basic Security Training Program Version 2

Adjournment – 3:00 p.m.

Next Meeting –May 26, 2021

These notes are not officially approved until initialed by the Chairperson. They could be subject to amendment.